



VALLEY VIEW ALTERNATIVE HIGH SCHOOL HANDBOOK

Principal

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Our mission: to provide students with a successful educational experience that meets graduation standards and helps them become productive citizens.

To accomplish these goals, we must have:

- 1) **A safe learning environment.** Safety is our number one priority. We believe that learning cannot occur in an environment where students do not feel physically and emotionally safe. Every effort will be made to ensure the safety of our students.
- 2) **Responsible Citizenship.** We believe that students have a right to public education, however, they do not have a right to:
 - a) Interfere in the learning process of other students. Every effort will be made to ensure that all students are provided with a positive environment conducive to learning.
 - b) Engage in behavior that is not in the best interest of all.
- 3) **A Curriculum** that meets and exceeds all State and National standards. Student achievement will be carefully monitored to assist the students in meeting the qualifications to graduate from High School.

Valley View Alternative High School

Valley View opened its doors August 19th, 2004 with an initial enrollment of approximately 16 students. The original location of the school was in the Food and Transportation office located across the alley from the present site. Valley View was created to keep students in the school district offering them an alternative High School to better meet the needs of the patrons of this school district.

Valley View is an alternative high school designed to meet the needs of students who have struggled to find success in the traditional high school setting or want to catch up on their education due to extenuating circumstances. Some students have the option to return to the traditional high school setting once they get caught up in their course work (pending approval), others may choose to stay.

The school year at Valley View is divided into 3 trimesters, 4 blocks per trimester for a total of 12 blocks. Each block is approximately 14 days in length. Students work on one subject per block. Students also have the opportunity to earn two credits a block if they wish to double up on their studies. The curriculum is based on the state requirements set forth by the Idaho State Board of Education. The primary focus is on academic requirements for graduation. Valley View is accredited by both the Idaho State Board of Education and the Idaho NWAC/ Advanced ED accredited schools organization.

Student/ Parent Handbook:

1. **Student Registration:** Valley View High School registration will be held at Sugar-Salem High School during Sugar-Salem HS Registration. *All required paperwork must be filled out and signed by the student & parent/guardian.*

- Demographic Enrollment Form
- Technology Contract
- Transportation Contract
- VVHS Handbook Contract

2. **Student Fees:** Admittance = Free
 *Optional \$ 25.00 Activity Fees
 **Optional \$ 85.00 to participate in extracurricular Activities at SS High School

3. **Breakfast:** Time: 7:40 - 8:00 AM
 Price: Free

Lunch: Time: Mon - Thurs. = 12:45 - 1:15 PM
 Fri. = 12:05 - 12:35 PM

Full Price: \$3.00, Reduced Price: \$0.40, Adults: \$4.60, Extra Milk \$0.50

4. School Hours:

| Monday thru Thursday: | | |
|-----------------------|--|---------------|
| 7:40 - 8:00 AM | 15 Minutes | Breakfast |
| 8:00 AM | Tardy Bell | School Starts |
| 8:00 - 10:00 AM | <u>1st Segment</u> 2 Hrs. | Class |
| 10:00 - 10:10 AM | 10 Minute | Break |
| 10:10 - 11:40 PM | <u>2nd Segment</u> 1 Hr. 30 Min. | Class |
| 11:40 - 12:05 PM | 25 Minute | Lunch |
| 12:05 - 1:20 PM | <u>3rd Segment</u> 1 Hr. 15 Min. | Class |
| 1:20 - 1:30 PM | 10 Min. | Break |
| 1:30-2:30 | <u>4th Segment</u> 1 hr. | Class |
| 2:30 PM | Dismissed for the Day | School Ends |

| Friday: | | |
|------------------|---|---------------|
| 7:40 - 8:00 AM | 15 Minutes | Breakfast |
| 8:00 AM | Tardy Bell | School Starts |
| 8:00 - 10:30 AM | <u>1st Segment</u> 2 Hrs. 30 Min. | Class |
| 10:30 - 10:45 AM | 15 Minute | Break |
| 10:45 - 12:20 PM | <u>2nd Segment</u> 1 Hr. 35 Min. | Class |
| 12:20 - 12:50 PM | 30 Minute | Lunch |
| 12:50 - 1:30 PM | <u>3rd Segment</u> 40 Min. | Class |
| 1:30 PM | Dismissed for the Day | School Ends |

5. Course Work/ Grading Scale/ Graduation Requirements:

As outlined in school policy 2701 and in line with state guidelines (I.D.A.P.A. 08.02.03.105b), students are expected to demonstrate content mastery to earn credits.

Computer course work is designed to be completed within the block schedule with an overall grade of B- (80%) or higher.

Students who complete a course early may double up courses or may leave the block early (only for students who are ahead and in good academic standing)

Grading Scale:

| | | | |
|--------------------------------|----|------|-----------|
| 100-93 | A | 4.0 | Mastery |
| 92-90 | A- | 3.67 | Mastery |
| 89-87 | B+ | 3.33 | Mastery |
| 86-83 | B | 3.0 | Mastery |
| 82-80 | B- | 2.67 | Mastery |
| 79-77 | C+ | 2.33 | No Credit |
| 76-73 | C | 2.0 | No Credit |
| 72-70 | C- | 1.67 | No Credit |
| 69-67 | D+ | 1.33 | No Credit |
| 66-63 | D | 1.0 | No Credit |
| 62-60 | D- | .67 | No Credit |
| 59 and Below F, 0.00 No Credit | | | |

VVHS Graduation requirements:

Students at Valley View High School are required to meet the Idaho State Board of Education minimum graduation requirements in each content area to earn a high school diploma. The current state requirements for graduation are 46 credits, a senior project, and passing a civics test.

Required Credit Outline:

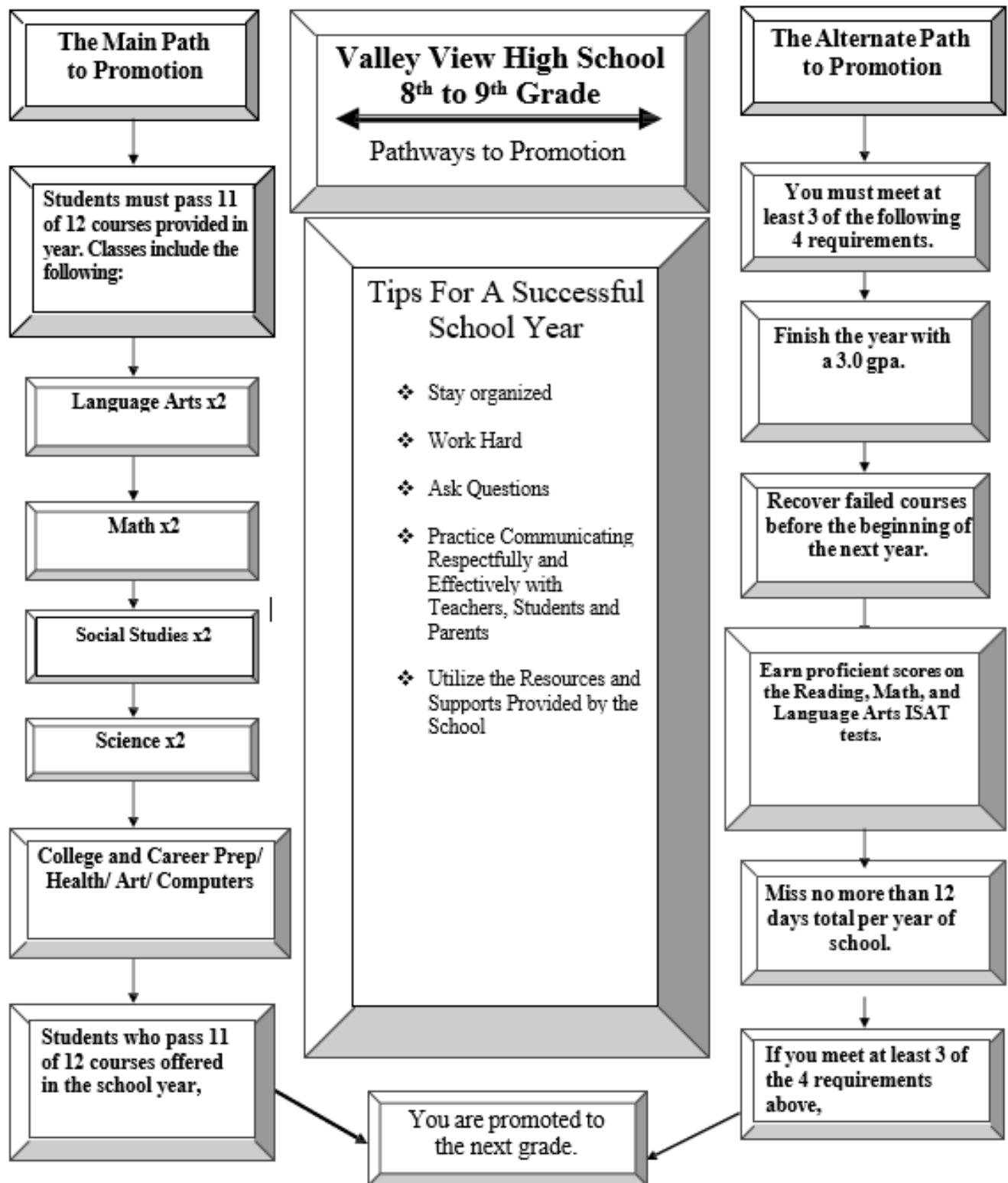
| | | |
|----------------------------|--|-------------------------------|
| 8 credits – English | 6 credits – Science (4 Lab) | 1 credit – Economics |
| 1 credit – Reading | 2 credits - US History | 1 credit – Health |
| 1 credit – Speech | 1 credit – Physical Education | 2 credits – Humanities |
| 6 credits – Math | 2 credits - American Government | |

$$\begin{aligned}
 & \mathbf{29 \text{ Core Credits}} \\
 & + \mathbf{17 \text{ Elective Credits}} \\
 & = \mathbf{46 \text{ Total Credits (min.)}}
 \end{aligned}$$

***Other Graduation Requirements:**

- * **Civics Test (Senior Year)** – Must pass the test with a 70% or higher.
- Senior Project (Senior Year)** – Written report by the end of 12th grade.

6. Junior High Grade Advancement Requirements



7. Attendance:

Alternative school studies show clearly that attendance issues are the major cause of student failure. Due to the short period of time available for a student to attend each block full time, attendance is a must! Absences and tardies detract from time on task at school and with the educational process. Students and parents must recognize the importance of attendance and punctuality at Valley View Alternative High School. To maximize the student's educational benefits and to meet state requirements, students must conform to a strict attendance policy.

A student has a responsibility to:

- *Make school a priority.*
- *Attend school every day except in cases of illness or emergency.*
- *Learn behaviors that will be needed in adulthood, such as responsibility, accountability & punctuality.*
- *Recognize the connection between attendance, productivity and learning.*

An absence is when a student shows up after 8:35 AM or not at all. **An absence occurs at 8:36 AM.**

- (1) Students are allowed **two absences per block**. This absent policy is for illness or emergency purposes ONLY, not for sluffing.
- (2) If a student goes over the allowed 2 day policy he/she may be dismissed for the remainder of that block without any credit unless arrangements have been made or extenuating circumstances exist.
- (3) Students should attend the first day of each block to guarantee a seat. If a student misses the first day of the block without prior approval/ or extenuating circumstances, they may be dropped from that block.
- (4) If a student is on probation, we have a responsibility to report absences to juvenile services. Probation officers will be involved with discipline and attendance issues.
- (5) Students who do not attend school on a regular basis may be referred to a truancy officer for non-attendance (33-202 Idaho compulsory attendance code).
- (6) As mandated by the state of Idaho, Driver Licenses will be suspended for students who drop out of school, or fail to attend school (49-303A, Idaho Code).

Dental and Doctor Appointments are to be scheduled **after school**.

Doctor, dentist and other such appointments will not be excused.

Court obligations will be excused if a written note from the court personnel is given to validate the absence prior to the court date. The student will be allowed to leave for court 15 minutes prior to the appointment unless arrangements have been made with the probation officer. Come dressed for court as one will not be allowed to go home early to change.

Unusual reasons: Students will be excused for immediate family weddings and funerals as well as accidents and surgeries, provided they are legitimate. These absences will count as part of the two allowable emergency absences per block.

Extra-curricular activity students will be excused to participate in their school sponsored activities.

A tardy occurs when a student is late for school arriving late between **8:06 AM and 8:35 AM**.

- (1) Two tardies of 30 minutes or less are allowed per block, provided you call in to report your status.
- (2) Three tardies equal one absence.
- (3) The third tardy requires cleaning details for being late.
- (4) The fourth tardy requires detention with the principal at Sugar-Salem High School or Valley View High School.
- (5) The fifth tardy requires ISS (In school Suspension) with the Principal at Sugar Salem HS. ISS hours are **8:00 AM to 3:05 PM**.
- (6) If a student gets a sixth tardy they will be dismissed for the rest of the block with no credit.
- (7) If the student is tardy, misses early morning detention or I.S.S. the student will be re-scheduled for detention, *plus one additional day* of detention or be dropped from the block.

The Student/Parent must call Valley View **ASAP** if they know they are going to be **tardy**.

The Student/ Parent must call Valley View by **8:35 A.M.** if the student is going to be **absent**.

Valley View phone number is (208) 356 - 6845

If you fail to call in a tardy or absence you are considered truant which is grounds for dismissal. You may not receive any more tardies or absences for the remainder of that block. If a student receives another tardy or absence, they may be released for the remainder of the block.

Leaving School

Students may not leave the building during class time. During break time students must stay in the designated Valley View High School areas. Students may be dismissed from the block if they leave the designated break and lunch areas. Parents need to report to the teacher when picking up their student during school hours. Students who leave up to 30 min. early (with parent permission) will be counted tardy and absent if over 30 minutes.

Academic Probationary Status

- a. A student is placed on probationary status if they are behind on their graduation date.
- b. A student is placed on probationary status if they fail a block.
- c. A student can get off probation by passing the next block or getting on track with their set graduation date.
- d. If you are on **academic probation**, you lose your privilege to leave early from school or the block and deemed ineligible for extracurricular activities.

***** Students who are dismissed from three blocks, for any reason, may not be allowed to return during that school year.**

8. Cell phones: Students may not talk on their phones in the building at any time. Students will put their phones in the *designated area* of the classroom during class time. Students may look at their phones during break and lunch time only and at no other time without permission from the teacher. If you are caught with a phone during class time, cleaning details may be assigned. Repeat offenders may be assigned early morning detention time, ISS or dismissed from VVHS for the remainder of the block.

9. Conferences: Parent/ Teacher conferences are scheduled two times yearly. They will be held at the middle of the first and second trimesters to discuss students' progress. Please check your calendars and notes to home for those specific times and dates. Should the need arise for a conference at any other time during the school year, please don't hesitate to contact the school to set up an appointment.

10. Discipline: Students who do not comply with these policies will be subject to the school's discipline policy which is as follows:

Step One: First warning from the teacher and behavior change.

Step Two: Second warning by the teacher and a conference with the Principal, the parents &/ or the probation officer along with early morning detention &/ or I.S.S.

Step Three: On the third warning, you may be dismissed from the present block and be required to complete the re-admittance procedure to come back to school.

* Severe offenses go directly to step two or three.

** If a student is dismissed 3 times in the same school year, they may not be admitted again for the remainder of that school year.

*** Students may be dismissed automatically/ subject to district disciplinary procedures for the following reasons:

- a. Possession or use of alcohol, drugs, tobacco, weapons, lighters, pornography, or other unacceptable materials.
- b. Fighting, vandalism, theft, harassment, or profanity.
- c. Disruptive or disrespectful behavior.
- d. Failing to earn credit in any three blocks.
- e. Failure to test for substance-abuse testing.

11. Dress Policy:

All clothing attire should be neat, clean, & modest.

- Clothing, Accessories & Jewelry must be appropriate with no advertisement of alcoholic beverages, tobacco, illegal drugs, obscene, immoral, indecent pictures, or gang related clothing or paraphernalia. All clothing should be worn to not disrupt the educational process.
- No tank tops, hats, bandannas, sunglasses or head coverings may be worn in the building.
- Hair shall be neatly combed and shall not impair vision.
- All students must wear pants, skirts or shorts at the waist level. The waist is determined by the hip bone. Undergarments should not be visible to others. A belt may be required.
- No bike shorts, PE shorts, pajamas, or sweats are permitted.
- Footwear must be worn for safety & health reasons. Slippers & flip-flops will not be allowed.
- Students should be well groomed and practice good hygiene. All clothing is expected to be clean. Clothing must be in good repair and fit adequately. Students who do not exercise *good personal hygiene* may be sent home to remedy the problem. An Absences for the segment time will be charged to the student.

12. Drug Testing: The school reserves the right for random **substance abuse testing** at the discretion of the administration.

13. Food or beverage:

School starts sharply at 8:00 AM.

Lunch is 25 minutes long Monday-Thursday, and 30 minutes on Friday. Lunch will be served in the lunchroom **only** for the first **five minutes** of the lunch break. Leave all condiments where you found them. Eat all food and drink **in the lunchroom**. ***You may not take any food or drinks out of the lunchroom.***

Keep your school lunch bill current. Students are only allowed 2 charges.

This is a **closed campus** and students will not be allowed to leave Valley View grounds.

Automobiles are off limits during school hours. You are not allowed to get into your vehicles once school starts even during breaks or during the lunch hour **without permission.**

Food and Beverage are allowed in the classroom **only at the discretion of the teacher**. This will be considered a privilege and will be taken away if a problem exists (like spilling on the carpet, keeping open packages over night or leaving wrappers or bottles around). *All beverages must have a spill proof lid.* No open containers or packages may be kept overnight at the school. **Please Keep food and drink away from the computers!**

14. Medication:

Ibuprofen and other medications cannot be shared as per district school policy. We will not hand out any medications, including ibuprofen. Do not leave your medications at school. All prescriptions must be in the original prescription bottle with the student's name on the label.

15. Off Limits- Students are not allowed to go to any other buildings until school has been dismissed district wide

Students not enrolled in VVHS cannot be on or near VVHS campus.

16. Students Computer, Headphones & Ear Buds:

Other student computers are off limits. Do not touch or type anything on their computer. Use your own computer and do your own work. Using another student's password to access a computer is grounds for dismissal.

Headphones and ear buds are ***strongly encouraged***, but there will be no sharing without permission to eliminate theft and damage. Pandora is the only acceptable online music channel.

17. Transportation:

Parents and students are responsible for making travel arrangements to Valley View HS. Driving vehicles to school is a privilege. Students must park in the designated VVHS parking area. The school reserves the right to search vehicles brought and/or driven to school. Busing is available for Valley View students in front of our school.

The school is not directly involved in these services.

Please call our *Transportation supervisor, Mr. Luthy* at **356-8802 Ext. 8107**

We expect students at Valley View

to put forth the effort

to get their work done on time !!!

Student and Parent/ Guardian

Understanding & Agreement Contract

We (*student & parent/ guardian*) have read the whole VVHS handbook and understand the *Valley View Alternative High School Handbook with its policies & procedures* including the Valley View Alternative High School Daily Schedules & Block Calendar.

Signing this form signifies that the student and the parent/ guardian agrees to abide and be supportive to all policies, procedures, & regulations, as well as the Valley View Alternative High School schedules and Block Calendar. I also understand that computer usage is denied until the Technology Acceptable Use Form has been read, understood and signed.

We acknowledge that Valley View High School has the right to adapt and revise the handbook as needed to best serve and protect its students.

Failure to sign this contract may result in denial of entrance to Valley View Alternative High School.

Student Signature _____ Date _____

Parent/ Guardian _____ Date _____

*** A parent/ guardian signature is required for applicants over the age of 18 still living at home with a parent or guardian***